

8389
ORDINANCE
AN ORDINANCE TO AMEND MUNICIPAL
CODE CHAPTER 5.110 MECHANICAL CONTRACTORS

Whereas, the City of Granite City is a home rule unit per Article VII Section 6 of the Illinois State Constitution of 1970; and

Whereas, the City Council finds that it is in the best interest of the citizens of the City of Granite City to establish a Mechanical Board to license mechanical and stationary engineers doing business within the City of Granite City;

Now therefore, be it ordained by the City Council of Granite City, Illinois, that Chapter 5. 110 Mechanical and Stationary Engineer Board of the Municipal Code shall be amended as follows:

5.110.210 MECHANICAL AND STATIONARY ENGINEER BOARD - DUTIES GENERALLY. There is hereby created a Board for the purpose of overseeing the licensing of Mechanical Engineers and Stationary Engineers. The Board shall oversee the application, registration and licensing of all persons and/or firms which wish to do business in the City of Granite City as a mechanical engineer or stationary engineer.

5.110.220 DEFINITIONS. Whenever the term "mechanical engineer" is used it refers to any person engaged in the business of installing, altering or servicing heating, air conditioning or refrigerating systems and includes any private or municipally owned public utility if such public utility installs heating, air conditioning or refrigeration systems and whenever the term "Stationary Engineer" is used it refers to any person who operates heavy machinery and equipment that provide heat, light, climate control and power.

5.110.230 EFFECT OF CODE ADOPTION - Nothing in this ordinance codified herein shall be construed to affect any suit or proceeding now pending in any court, or any rights acquired, or liability existing, under any other act or ordinance herein. Nor shall any right or remedy of any character be lost, impaired or affected by the ordinance codified herein.

5.110.240 CITY COUNCIL SHALL ACT AS BOARD OF APPEALS. The City Council shall act as the board of appeals to hear any appeal taken from the decision of the Mechanical and Stationary Engineers Board.

5.110.250 MECHANICAL BOARD - MEMBERSHIP. Board shall consist of five members who shall be appointed by the Mayor. The members shall consist of A) one (1) professional engineer, B) one (1) employee of a public utility company, C) two (2) licensed contractors, and D) the Fire Chief of the City of Granite City. Two board members shall serve for a term of three (3) years, two board members shall serve for a term of two (2) years and one board member shall serve for a term of one(1)year. Each board member's term length shall be designated at the time of appointment and selected based on the term length of those members currently on the board. All board members shall serve on a voluntary basis. The Building and Zoning Administrator or his designee shall be deemed the non-voting Secretary of the Board.

5.110.260 MECHANICAL AND STATIONARY BOARD - DUTIES OF SECRETARY. The duties of the secretary shall include, but not be limited to:

- A. Keep written minutes for all meetings of the Board and have same remitted to the Office of the City Clerk after approval by the Board for publication;
- B. Send out all notices of the Board, including meeting notices;
- C. Prepare and send out to each Board member and the office of the City Clerk an agenda for each upcoming meeting of the Board;
- D. Provide all applicants under this section with an application form approved by the City Council of Granite City;
- E. Preliminarily review each application submitted under this section for its completeness within fifteen (15) days of remittance of the application and return all incomplete applications to the applicant within that time frame with a written determination of what is considered incomplete on the application; and
- F. To maintain a file for each applicant during the pendency of his or her application, which shall include the application and

its attachments, examination scores, proof of bond and insurance and all other correspondence and materials concerning applicant.

5.110.270 MECHANICAL AND STATIONARY BOARD - QUORUM. A quorum shall consist of three (3) members of the Mechanical Board.

5.110.280 MECHANICAL AND STATIONARY BOARD - MEETINGS. The Board shall meet on the second Thursday of April and the second Thursday of October every year for the purpose of handling any non emergency business set before it. The secretary of the Board may call a meeting at any time during the year to review an application or if a situation arises in which the board needs to handle. Each member shall be given at least seventy-two (72) hours notice of said meeting time and place.

5.110.290 MECHANICAL BOARD - RULES AND PROCEDURES. The mechanical board shall make such rules and prescribe such procedures as may be necessary from time to time for its operation in conformity with this Chapter.

5.110.300 MECHANICAL AND STATIONARY BOARD - APPLICATION PROCESS. Any person, firm or corporation desiring to engage in the business of a mechanical engineer and/or stationary engineer in the City of Granite City shall submit an application to the Office of the Building and Zoning for review and approval by this Board. At the time the application is submitted the applicant must also submit:

A) Proof of surety bond in an amount no less than Twenty (20) Thousand Dollars;

B) Proof of liability insurance in an amount no less than One Million Dollars;

C) The applicant shall designate on the application himself or some other person who shall be known as "supervising mechanical installer". Persons applying as Stationary Engineer must be the person engaging in said business, and no "supervisory" applications separate from the applicant stationary engineer, will be accepted. The supervising mechanical installer must be at least twenty-one (21) years of age and have a minimum of four (4) years' experience in the installation, alteration, repair and maintenance of mechanical equipment and apparatus, or experience equivalent thereto;

D) The names and addresses of all former employers of applicant for the last five (5) years, the length of employment at each employer, and job description; and

E) Payment of a thirty-five dollar (\$35.00) application/interview fee. Said fee shall not be applied to any other licensing fees required herein.

5.110.310 MECHANICAL AND STATIONARY BOARD - REVIEW AND INTERVIEW OF APPLICANTS. Within thirty (30) days of the submission of an application to the Office of Building and Zoning, the application shall be submitted to the Mechanical and Stationary Board for review and scheduling of interview. The Board secretary shall provide written notice via first class mail to the address provided on the application of the next available interview date to be conducted by the board. If the applicant fails to appear at an interview session it shall be rescheduled and a second notice shall be sent as described above. A failure on the part of the applicant to appear for interview session a second time shall cause the denial of application. Applicant may reapply at any time through the application process stated herein.

5.110.320 MECHANICAL AND STATIONARY BOARD - TESTING. Once it has been determined that applicant has met all requirements of this chapter and been interviewed by the board, a notice shall be mailed to the applicant stating the application has been approved contingent on their registration, at the sole expense of applicant, and passage of a mechanical and/or stationary engineer examination test administered by a national standards testing service satisfactory to the Board. It shall be the responsibility of applicant to test for either mechanical and/or stationary engineer depending on which business applicant wishes to conduct in the municipality. Persons who have been engaged full-time as mechanical engineers, as defined in this chapter, since January 1, 2013, shall be exempt from the testing requirement of this section.

5.110.330 MECHANICAL BOARD - CERTIFICATE OF REGISTRATION.
A) Upon written notice to the Board that the applicant has passed a national standards test in mechanical and/or stationary engineering and proof that the applicant has paid the registration fee required herein the Board secretary shall cause to be issued to the applicant a "Certificate of Registration" which will authorize the applicant to engage in the business of a mechanical and/or stationary engineer. Said Certificate shall specifically state which business applicant is approved to engage in. This Certificate of Registration shall expire on the thirty first (31) day of December of the year of its issuance.

B) The Certificate of Registration may be renewed annually on January 1 of each year after initial year.

1. A Certificate of Registration holder is eligible for renewal without resubmission of application as described above, if the Certificate holder has presented to the Office of Building and Zoning:

a. Written proof of ongoing current liability insurance and surety bond as required in Section 5.110.300 and

b. Receipt of payment of a renewal fee in the amount of fifty dollars (\$50.00) to the Office of the Circuit Clerk

2. A Certificate of Registration holder is not eligible for renewal and must resubmit an application as directed by this Section if:

a. Their Certificate of Registration was revoked in the prior year by the Mayor of the City of Granite City per the authority and procedures outlined in 5.02.0190, as now or as hereafter amended; or

b. The name of the "supervising mechanical installer" has changed in the last year.

5.110.340 MECHANICAL BOARD - REGISTRATION AND RENEWAL FEE. Prior to the issuance of the Certificate of Registration the applicant must pay a non refundable fifty dollar (\$50.00) registration/renewal fee to the Office of the City Clerk and provide proof of said payment to the Secretary of the Board.

5.110.350 VIOLATIONS - PENALTY. Any person, firm or corporation violating any provision of this section or any part thereof shall be fined in the amount of not less than seventy-five (75.00) dollars and not more than seven hundred fifty (750.00) dollars per violation. Each day such violation is committed or permitted to continue shall constitute a separate offense. Nothing in this section shall limit any other right or remedy of the City, or other person of interest, including a court of competent jurisdiction.

5.110.360 Nothing in this chapter imposes any duty, or creates any right or cause of action, against the City of Granite City, its officers, agents, or employees.

Effective date of this Ordinance shall be 30 days from the date of passage by the City Council of the City of Granite City.

This Ordinance may be published in pamphlet form by the Office of the City Clerk.

Passed this 1st day of October, 2013

APPROVE: Ed Hagnauer
Mayor Edward Hagnauer

ATTEST: Judy Whitaker
City Clerk Judy Whitaker

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